

Library Director's Report

June 28, 2018

Program Attendance & Number of Programs Offered

	Children	Adults	Total Attendance	Children	Adults	Total Offered
May 2018	1,424	449	1,873	46	47	93
April 2018	1,143	524	1,667	47	47	94
March 2018	1,343	401	1,744	48	58	106
May 2017	1,524	448	1,972	43	49	92

New Patrons

May 2018	126
April 2018	145
March 2018	118
May 2017	123

Door Count

	Main	Bus	Total
May 2018	10,197	1,058	11,255
April 2018	9,993	1,418	11,411
March 2018	17,725	1,134	18,859
May 2017	7,528	998	8,526

Adult Volunteer Hours

May 2018	900.0
April 2018	912.0
March 2018	939.5
May 2017	746.5

Interlibrary Loan (ILL)

	Requested/Received/Shipped
May 2018	90 / 95 / 4
April 2018	118 / 94 / 4
March 2018	96 / 107 / 3
May 2017	128 / 106 / 5

Teen Volunteer Hours

May 2018	213.5
April 2018	179.0
March 2018	184.0
May 2017	145.5

OverDrive

OverDrive	New Patrons
May 2018	44
April 2018	44
March 2018	44
May 2017	45

Circulation Transactions

	Main	Bus	OverDrive	Total
May 2018	25,993	2,154	2,744	30,891
April 2018	24,923	2,369	2,644	29,936
March 2018	26,584	2,473	2,593	31,650
May 2017	24,919	1,650	2,415	28,984

Meeting Room Reservations

May 2018	20
April 2018	33
March 2018	28
May 2017	15

Circulation Snapshot (as of June 5, 2018)

Material Type	# of Items	% of Total Holdings	# items currently checked out	% checked-out of total material type	% of total checked out
Adult AV	6,361	12.2	1,746	27.4	14.3
Adult Fiction	10,803	20.8	1,693	15.7	13.9
Adult Non-Fiction	7,641	14.7	975	12.8	8.0
Juvenile	20,347	39.2	5,566	27.4	45.7
Other	6,797	13.1	2,212	32.5	18.1
Total	51,949		12,192	23.5	

Past Events

- The Kickoff Party on June 2nd was a success and the Summer Reading Program is off to a great start. Many staff members have remarked how helpful it is to have additional circulation support from our summer library assistant.

Upcoming Events

- Please see the attached July calendar for upcoming events.
- I plan to take vacation days July 5-6, July 20-25, and the week of August 27th.
- I plan to attend the TLA Annual Assembly in Austin for meetings the second week in July.
- We will once again be a school supply drop off location for LTlov from July 16-30.
- The Friends will hold a one day Flash Sale on July 18th.
- Raj will attend the Engaging Teens with Your Library workshop on August 9th in Georgetown.
- The next Library District Discussion Group will take place here on August 10th.

Notes

- TSLAC has recommended that we be awarded a \$75,000 Special Projects grant to help fund year three of the bookmobile service! Please see the attached notification email. The grant will pay salaries for the Outreach Librarian and Outreach Library Assistant.
- We have received notification of 2018 accreditation from TSLAC.
- The City Council of Lakeway is considering a change to their sign ordinance policy. Please see the attached draft amendment.
- We have been notified by SpawGlass, the contractor for the Lakeway Police Facility, that Spectrum will require an easement to locate the service pole on library property. We are waiting for paperwork to send for legal review which will require our signature.
- We have ordered 19 Playaway Launchpads and will add them to the collection later this summer.
- We continue to have problems with our phone system and met with local AMP Telecom last month.
- We are working with Library Interiors of Texas to purchase shelving DVD dividers and white book support pieces from Bibliomodel. We plan work with them late this summer to address other furniture and shelving needs throughout the library.
- Replacing our damaged book drop would cost around \$3,000.
- Austintatious Blinds and Shutters have completed installation of blackout shades in the meeting room.
- Please see the attached quote from WLE to install a drip irrigation system in the butterfly garden.
- Lone Star Paving has been hired to do parking lot repairs the week of August 20th. We will then close the library on Friday, September 14th to sealcoat and stripe the parking lot.
- ABC has discovered a condensation drip and possible leaks in the wall in the meeting room. We plan to do the invasive repairs when we are closed on September 14th.
- We might schedule to paint the meeting room on September 14th.
- We have a quote from TFE for a People Counter that will be significantly less expensive than the bid from SenSource.
- TFE is close to completing the new staff computer installation project.
- We have signed a new six month contract with TFE to continue providing managed technology services.
- I have completed staff evaluations.
- In the month of May, 1,629 users viewed 1,944 issues on PressReader. This is a significant increase from May 2017 with stats of 228 users viewing 478 issues. Some of the most

popular titles are the *Austin American Statesman*, *The Washington Post* and *The Los Angeles Times*.

- We now offer magazines on OverDrive!
- LTCL gave out 24 TexShare cards in May 2018. In May 2017, 28 were distributed.
- The LTCL website had 7,852 unique visitors and 23,567 visits in the month of May.
- LTCL currently has 12,272 active cardholder accounts.

Morgan McMillian
6/28/2018

Circulation Snapshot – Tuesday, June 5, 2018

Type	Holdings	Out	Titles	Main	Main Out	Bus	Bus Out	% of Total Out
1 - Default	0	0	0	0	0	0	0	0
2 - Caldecott	147	15	78	147	15	0	0	0.1
3 - Bluebonnet	59	32	20	43	29	16	3	0.3
5 - Lone Star	42	32	21	39	30	3	2	0.3
6 - Tayshas	0	0	0	0	0	0	0	0
7 - Feature Films	0	0	0	0	0	0	0	0
8 - Music CD	205	13	204	205	13	0	0	0.1
9 - Audio	1898	369	1884	1830	363	68	6	3
10 - Magazine	1123	106	162	1113	102	10	4	0.9
11 - Reference	37	0	9	37	0	0	0	0
12 - Beginning Reader	1878	692	1601	1653	631	225	61	5.7
13 - DVD	3846	1277	3226	3440	1113	406	164	10.5
14 - Fiction	10241	1603	9727	9989	1481	252	122	13.2
16 - CD-ROMs	0	0	0	0	0	0	0	0
17 - Juvenile	3314	880	3068	3192	830	122	50	7.2
18 - NF DVD	196	32	191	187	30	9	2	0.3
19 - NF Audio	412	87	407	384	83	28	4	0.7
20 - J Audio	489	92	476	457	85	32	7	0.8
21 - Kits	210	65	200	195	60	15	5	0.5
22 - YA	1649	297	1593	1631	290	18	7	2.4
23 - Board Books	1302	601	1129	1176	541	126	60	4.9
24 - Picture Books	7927	2139	6964	7210	1855	717	284	17.6
25 - Large Print	562	90	556	480	55	82	35	0.7
26 - NF Juvenile	2738	630	2651	2534	548	204	82	5.2
27 - J Video	0	0	0	0	0	0	0	0
28 - Professional	19	0	16	19	0	0	0	0
29 - Oversize	27	6	27	25	4	2	2	0
30 - Biography	605	62	593	574	55	31	7	0.5
31 - Summer Reading	0	0	0	0	0	0	0	0
32 - CTLS	0	0	0	0	0	0	0	0
33 - 000 - 099	121	15	120	119	13	2	2	0.1
34 - 100 - 199	246	64	241	235	60	11	4	0.5
35 - 200 - 299	252	46	250	250	45	2	1	0.4
36 - 300 - 399	1297	152	1267	1278	149	19	3	1.2
37 - 400 - 499	53	7	53	53	7	0	0	0.1
38 - 500 - 599	173	24	171	165	21	8	3	0.2

39 - 600 - 699	1410	213	1403	1373	193	37	20	1.7
40 - 700 - 799	571	60	566	560	53	11	7	0.5
41 - 800 - 899	237	16	234	231	15	6	1	0.1
42 - 900 - 919	436	102	427	433	101	3	1	0.8
43 - 920 - 921	27	1	24	26	1	1	0	0
44 - 922 - 999	867	69	801	853	61	14	8	0.6
45 - Book Club	0	0	0	0	0	0	0	0
46 - Spanish - Children	592	89	534	418	61	174	28	0.7
47 - Flash Drive	0	0	0	0	0	0	0	0
48 - Equipment	0	0	0	0	0	0	0	0
49 - J DVD	936	455	847	846	427	90	28	3.7
50 - Story Time	14	0	14	14	0	0	0	0
51 - Book Buddy	0	0	0	0	0	0	0	0
52 - YA Graphic Novel	187	11	186	184	11	3	0	0.1
53 - J Graphic Novel	983	406	837	855	346	128	60	3.3
54 - Laptop	6	0	1	6	0	0	0	0
55 - J Biography	428	78	400	418	73	10	5	0.6
56 - Adult Graphic Novel	44	3	44	44	3	0	0	0
57 - Spanish - Adult	127	14	126	102	8	25	6	0.1
58 - Lake Travis Reads	0	0	0	0	0	0	0	0
59 - Mass Market	0	0	0	0	0	0	0	0
60 - YA Audio	113	12	113	109	11	4	1	0.1
61 - Chapter Book	2377	937	1993	2182	886	195	51	7.7
62 - Scouts	146	26	145	142	22	4	4	0.2
63 - Online Database	0	0	0	0	0	0	0	0
64 - J Foreign Language	22	2	22	22	2	0	0	0
65 - TV	1358	266	1283	1283	249	75	17	2.2
66 - ILL	0	0	0	0	0	0	0	0
Total	51949	12188	46830	48761	11031	3188	1157	